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Distribution Date:	January 25, 2021
To:	PPOC.40; Consortium.RegionalManagers.All; Committee.CalWORKs_CalFresh.All;
CIT Name:	**Temporary CalFresh Student Eligibility Exemptions, COVID-19**
From:	CalSAWS Project

PPOCs, please forward to the appropriate impacted staff in your county:

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☐ Reports
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Description:	**Purpose** The purpose of this CIT is to provide Los Angeles and C-IV Counties with instructions on how to exempt students from the CalFresh student eligibility requirements when the student is eligible for a Federal or State work study program or has an expected family contribution of zero dollars. **Background** Per ACL 21-11 CalFresh Student Eligibility: COVID-19 Relief Package, on December 27, 2020 the President signed the Consolidated Appropriations Act, 2021 (H.R. 133). As part of this Act, CalFresh eligibility was temporarily extended to college students who are eligible for a Federal or State work study program or who have an expected family contribution of zero dollars. The expanded student eligibility is effective as follows: 1. For Initial applications – in effect until 30 days after the COVID-19 public health emergency is lifted 2. For Recertifications – in effect until the first recertification of a household beginning no earlier than 30 days after the COVID-19 public health emergency is lifted. While the temporary student eligibility standard is in

effect, student status must not be reassessed mid-period or at periodic report (i.e. SAR 7).

County Action

Work Study Exemption

The worker must use <u>existing</u> work study exemption functionality to exempt a student if he/she is eligible for a Federal or state work study program.

1. Click **Income** from the Navigation
2. On the **Income List** page
   - Income Category: 'Work Study, Training'
   - Click *Add* button
3. On the **Income Detail** page
   - Name: Student's name
   - Type: 'College Work Study'
   - Frequency: select as appropriate
   - Display Program: 'Cash/CalFresh'
   - Click *Add* button in the **Income Amount** block
4. On the **Income Amount Detail** page
   - Enter Change Reason and Date
   - Reported Amount: '**0.00**'
   - Verified: 'Verified'
   - Click *Save and Return* button
5. On the **Income Detail** page
   - Click Save and Return button
6. Run EDBC, review results and authorize
7. Per county business process, journal actions taken, and include the following language as a case narration, "Student meets temporary exemption to the student eligibility rule due to COVID-19 public health emergency."

Student Exemption for Zero Dollar Contribution

The worker must take the following steps to exempt a student from the CalFresh student eligibility rules if he/she has an expected family contribution of zero dollars:

1. Click **School Attend.** from the Navigation
2. On the **School Attendance List** page, click the *Add* button
3. On the **School Attendance** page:
   - Name: Student's name
   - School Name: Search and select the college
   - School Attendance Type: 'College/Higher Education'
   - Employment & Training Program Participation: 'Yes'
   - Employment & Training Program: 'Other'
   - Verified: 'Verified'
   - Complete the rest of the fields per the student's situation
   - Click *Save and Return* button
4. Run EDBC, review results and authorize
5. Per county business process, journal actions taken, and include the following language as a case narration, "Student meets temporary exemption to the student eligibility rule due to COVID-19 public health emergency."

NOTE: When entering student information, workers must remember to complete the **School Attendance Detail** page.

Primary Project Contact:	*Questions can be sent back to* Communication@CalSAWS.org Caroline Bui (916) 282-3668 BuiC@CalSAWS.org
Backup Project Contact:	Binh Tran (562) 484-7955 TranB@CalSAWS.org
Attachments:	None
Web Portal Link:	███████ OR You may also retrieve the CIT document and attachments by following these steps: 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2021" folder. 4. Click on the appropriate CIT # folder.